



For additional information about the Capital Equipment Reimbursement Grant Program, contact the Department of Agriculture, Conservation & Forestry, Bureau of Parks and Lands, Snowmobile Program, 22 SHS, Augusta, Maine, 04333-0022; Tel. 207-287-4957 or 1-800-462-1019; email

[Lauri.Noel@maine.gov](mailto:Lauri.Noel@maine.gov)



### Deadline Reminder

April 15

Application submitted

July 15

Sales agreement purchases completed and sale receipt submitted

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	<p><b>Department of Agriculture, Conservation &amp; Forestry Bureau of Parks &amp; Lands Off Road Vehicle Office</b></p>
<p>Snowmobile Program 22 State House Station Augusta, ME 04333</p> <p>Phone: 1-800-462-1019 Fax: 207-287-8111 Email: <a href="mailto:Lauri.Noel@maine.gov">Lauri.Noel@maine.gov</a> <a href="http://www.parksandlands.com">www.parksandlands.com</a> TTY- (207) 287-2213</p>	

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## CAPITAL EQUIPMENT REIMBURSEMENT GRANT



**Department of Agriculture,  
Conservation & Forestry  
Bureau of Parks & Lands  
Off Road Vehicle Office**



## CAPITAL EQUIPMENT REIMBURSEMENT GRANT



**WHAT IS A CAPITAL EQUIPMENT REIMBURSEMENT GRANT?** The grant program was established in 2002 to help offset the cost of expensive grooming equipment. \$5.00 from each snowmobile registration fee is placed in a dedicated fund. Each July all of the money will be divided up and sent back to the clubs and/or towns who were approved by the Department for approved snowmobile trail grooming equipment grants during that year.

**WHO IS ELIGIBLE FOR THE CAPITAL EQUIPMENT GRANT?** Capital Equipment Reimbursement Grants are available to any political subdivision or an incorporated snowmobile club that participates in the programs trail grooming grants, and purchased snowmobile trail grooming equipment. A snowmobile club must be incorporated and registered with the Snowmobile Program. Registration is done by providing a completed copy of the club's "Request for Taxpayer Identification Number" (IRS Form W-9) and be incorporated non-profit by **December 1st** to be eligible for grants awarded during the current winter season. The snowmobile club is also required to provide Snowmobile Information Officer Contact Form annually. The club must be legally incorporated with the Secretary of State, Bureau of Corporations, Elections & Commissions (624-7752) and in good standing. Operators of capital grant supported equipment must successfully complete the "Maine Trail Groomer Operator Awareness Training" program prior to being awarded a grant.

### HOW DOES A CLUB BECOME ESTABLISHED WITH THE SNOWMOBILE PROGRAM?

See "Who Is Eligible" section.

### HOW DOES A CLUB OR TOWN APPLY?

An application must be completely filled out and all pages returned with the a paid receipt or purchase order and a picture of the machine by **April 15th**.

### WHAT INFORMATION IS REQUIRED ON THE APPLICATION?

The name and address of the club or town, the name and signature of the president, purchase amount, date, equipment details and photo are required.

### WHAT OTHER INFORMATION MUST BE SUBMITTED?

The amount of any other grants, i.e. USDA (if applicable) being used to purchase this equipment and any equipment trade in info.

### HOW WILL AN APPLICANT KNOW IF THE GRANT HAS BEEN APPROVED OR DENIED?

After the grant has been reviewed the applicant will receive a letter stating the status of the grant.

### HOW MUCH IS THE GRANT?

The Capital Equipment Reimbursement Grant Program will reimburse a percentage of the cost of the equipment. This percentage is determined by comparing the money available in the fund as of **May 31st** of the year the grant is awarded, to the total cost of all equipment approved for reimbursement. The resulting percentage is then applied to each approved purchase to determine the dollar amount of an individual grant. This percentage varies each year, the average has been 25%.

### WHAT KIND OF EQUIPMENT IS ELIGIBLE?

Grooming equipment must cost a minimum of \$3,000 per power unit or \$1500 per drag. Equipment must be for the purpose of winter grooming of trails that are established with the Division of Parks and Lands Snowmobile Grant program. All equipment purchased must be purchased as a unit and be purchased between **July 1st** through **April 15th** of the current fiscal year. If ap-

plying with a sales agreement, purchase must be completed by **July 15th**.

### WHEN SHOULD THE APPLICATION-REIMBURSEMENT REQUEST BE SUBMITTED?

The request must be postmarked on or before **April 15th** of the current fiscal year. Grants postmarked after this date will be denied.

### EQUIPMENT NOT ELIGIBLE

- Chain saws, or brush saws, tools
- Grooming equipment less than \$3,000, drags less than \$1500
- Maintenance items such as parts and pieces to make repairs or assemble equipment.
- Two snowmobiles that are mixed together in order to end up with one good one
- Parts added to the unit after the initial unit is acquired (Lights, horns, radios, etc...)

